

VILLAGE OF
FRANKFORT
EST. 1855

**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING
SEPTEMBER 17, 2018**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, September 17, 2018, at 7:00 P.M.

Village Clerk Adam Borrelli called the roll. In attendance were Mayor Jim Holland, Village Clerk Adam Borrelli, Trustees John Clavio, Cindy Heath, Bob Kennedy, Keith Ogle, Mike Stevens, and Dick Trevarthan. Also in attendance were Attorney Hannah Lamore, Police Chief John Burica, and Assistant Village Administrator Jeff Cook.

APPROVAL OF SPECIAL ORDERS – UNANIMOUS CONSENT AGENDA

All items on the Omnibus Agenda are considered to be routine in nature and are enacted in one motion. There is no separate discussion of these items unless a board member makes a request, in which event, the item will be removed from the Consent Agenda and will be considered separately.

A. Approval of Minutes

1. Regular Meeting (September 4, 2018)

B. Approval of Bills/Payroll - \$1,896,491.53/\$327,524.70

C. Departmental Operations Committee Report

1. Frankfort Area Historical Society Museum Exterior Painting: 132 Kansas Street - Resolution
Accept the recommendation of the Departmental Operations Committee and adopt A RESOLUTION (NO. 18-47) AWARDED A CONTRACT TO JONDEC PAINTING FOR THE EXTERIOR PAINTING OF THE FRANKFORT AREA HISTORICAL SOCIETY MUSEUM BUILDING, located at 132 Kansas Street, in an amount not to exceed \$9,270.00.
2. Salt Dome Roof Replacement: 100 Sangmeister Road - Resolution
Accept the recommendation of the Departmental Operations Committee and adopt A RESOLUTION (NO. 18-48) AWARDED A CONTRACT TO BULK STORAGE, INC., FOR THE ROOF REPLACEMENT OF THE VILLAGE'S SALT DOME STORAGE BUILDING, located at 100 Sangmeister Road, in an amount not to exceed \$42,750.00
3. 2018 Holiday Lighting Program - Resolution
Accept the recommendation of the Departmental Operations Committee and adopt A RESOLUTION (NO. 18-49) AWARDED A ONE YEAR CONTRACT FOR THE VILLAGE'S 2018 HOLIDAY LIGHTING PROGRAM TO WINGREN LANDSCAPE, INC., in an amount not to exceed \$26,000.00, for holiday lighting decoration services for the Village of Frankfort.

D. Financial Affairs Committee Report

1. Comprehensive Annual Financial Report – Acceptance of Report

Accept the recommendation of the Financial Affairs Committee and accept the Village of Frankfort's Comprehensive Annual Financial Report for the Fiscal Year ended April 30, 2018.

2. NES Environmental T3IP Tenant Improvement Grant: 195 Industry Avenue - Resolution

Accept the recommendation of the Financial Affairs Committee and adopt A RESOLUTION (NO. 18-50) AUTHORIZING THE APPROVAL OF A TARGET INDUSTRY AND INDUSTRIAL INCENTIVE PROGRAM GRANT FOR TENANT IMPROVEMENTS TO NES ENVIRONMENTAL, located at 195 Industry Avenue, in the amount of \$7,000.00.

E. Land Use and Policy Committee Report

1. Right of Way License Agreement Amendment: MCImetro Access Transmission Services Corp. - Resolution

Accept the recommendation of the Land Use and Policy Committee and adopt A RESOLUTION (NO. 18-51) AUTHORIZING THE EXECUTION OF A RIGHT OF WAY LICENSE AGREEMENT AMENDMENT BETWEEN THE VILLAGE OF FRANKFORT AND MCIMETRO ACCESS TRANSMISSION SERVICES CORP. D/B/A VERIZON ACCESS TRANSMISSION SERVICES.

2. Small Wireless Facilities Deployment Amendment - Ordinance

Accept the recommendation of the Land Use and Policy Committee, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3174) PROVIDING FOR THE REGULATION OF AND APPLICATION FOR SMALL WIRELESS FACILITIES, AS AMENDED, AND RESCINDING ORDINANCE NO. 3162.

Trustee Trevarthan made a motion (#1), seconded by Trustee Stevens, to approve the Unanimous Consent Agenda.

Following a motion to approve, Trustees Heath, Kennedy, and Trevarthan presented a brief overview of the consent agenda docket items under consideration for approval.

Mayor Holland invited trustee and audience comment on the consent agenda items prior to a vote being taken. None with forthcoming.

Clerk Borrelli called the roll. Ayes: Trustees Clavio, Heath, Kennedy, Ogle, Stevens, and Trevarthan. Nays: None. The motion carried.

MAYOR'S REPORT

- Mayor Holland entertained a motion from the floor to support Rail Safety Week with a proclamation.

Trustee Trevarthan made a motion (#2), seconded by Trustee Ogle, declaring September 23 through September 29 as “Rail Safety Week” in the Village of Frankfort. A voice vote was taken. All were in favor. The motion carried.

- Mayor Holland announced upcoming events taking place in Frankfort, including the 10th Annual “Men Who Cook” fundraiser (September 22); Old Plank Road Trail 5K Run/Walk (October 6); Student Government Day (October 1); and the Country Market every Sunday (through October 14).

POLICE DEPARTMENT REPORT

Chief Burica encouraged residents to attend the 10th Annual “Men Who Cook” fundraiser event on Saturday, September 22. He expressed his appreciation to the Seniors on Patrol for their recent efforts in making the community safer by checking for unsecured cars in parking lots and reminding residents to lock their cars and keep valuables out of sight. He announced the Frankfort/Mokena TRIAD Health Expo & Flu Shot Clinic will be held on Wednesday, September 19, from 9:00 AM to 11:00 AM, at the Frankfort Founders Community Center, 140 Oak Street. Chief Burica concluded by inviting residents to attend the next “Coffee with a Cop” event to be held at McDonald’s, 21011 S. LaGrange Road, on Wednesday, October 3, from 9:00 AM – 10:00 AM.

VILLAGE ADMINISTRATOR’S REPORT

Asst. Administrator Cook informed residents of a proposition placed on the upcoming November 6th General Election Ballot to determine if the people of the Village of Frankfort will approve a 1% increase in sales tax, noting the Village’s current sales tax rate is 7%. He encouraged residents to visit the Village website under Hot Topics to inform themselves of factual information about the Non-Home Rule Sales Tax Referendum. He advised closing of the properties located at 7 and 11 N. White Street was not yet scheduled, noting SDW Investments is hopeful to close on the properties and begin construction yet this year.

VILLAGE ATTORNEY’S REPORT

Village Attorney Hannah Lamore had no report.

OTHER BUSINESS

Trustee Clavio had no report.

Trustee Kennedy thanked the Financial Affairs Committee members and staff for their time and efforts in reviewing the Village’s Comprehensive Annual Financial Report, specifically thanking Finance Director Jenni Booth, Village Administrator Rob Piscia, Asst. Administrator Jeff Cook, and Trustee Cindy Heath. He then lamented the cessation of his role as Mayor Pro Tem during last year’s Student Government Day.

Trustee Heath mentioned tomorrow is the first after school meeting for Student Government Day at Hickory Creek Middle School, noting it is an extracurricular activity for the students.

Mayor Holland expressed his appreciation to Trustee Heath for her efforts in working with the students, acknowledging her involvement with Student Government Day for the past 19 years.

Trustee Trevarthan advised residents of a leaf disease affecting hosta plants and he recommended residents to dispose of the diseased plants.

Trustee Stevens mentioned an issue raised during a public meeting for a downtown development relating to garbage refuse being picked up at early hours for local restaurants in the downtown district and its impact on neighboring residential properties. He reported staff investigated the issue and he was pleased to report the refuse companies committed to adjust their pick up schedule to 7:00 AM or later.

Trustee Ogle noted he is looking forward to Student Government Day and announced today, September 17, is "National Constitution Day." He echoed Trustee Kennedy's comments relating to the Village's Comprehensive Annual Financial Report, complimenting staff's efforts and acknowledging the importance of the accuracy of the data in order for the Village to plan for the future. He mentioned FEMA's 'Presidential Alert' test has been postponed to October 3, noting this wireless alert system will allow the President to speak to the nation in case of a national emergency.

Clerk Borrelli reported the General Election is Tuesday, November 6, 2018. First day of Early Voting at the Will County Clerk's Office is Thursday, September 27. The last day to register to vote in person or by mail is October 9, and the last day to register to vote online is October 21. Vote by mail ballot request forms are currently available online at www.thewillcountyclerk.com and Early Voting will be available at the Village Administration Building on Monday, October 22 to Friday, November 2, from 8:30 AM to 4:00 PM, Monday-Friday. He further reported petition packets will be available at the Village Administration Building for persons who wish to run in the April 2, 2019 Consolidated General Election. The first day to circulate nomination papers is Tuesday, September 18, 2018, and the first day for candidates to file petitions is Monday, December 10.

PUBLIC COMMENTS

No public comments were received by the Village Board.

ADJOURNMENT

Hearing no further business, Trustee Trevarthan made a motion (#3), seconded by Trustee Clavio, to adjourn the regular board meeting of Monday, September 17, 2018. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 7:31 P.M.

Adam Borrelli
Village Clerk

As Presented As Amended



Handwritten signature of Jim Holland in blue ink, written over a horizontal line.

Jim Holland, Village President



Handwritten signature of Adam Borrelli in blue ink, written over a horizontal line.

Adam Borrelli, Village Clerk